

Pre-Bid Site Visit Notes and Agenda
Solicitation Number: VA-260-12-B-1029
Project Title: Expand Specialty Clinic

Topics:

- Introductions:
 - Contracting Officer – Robin Tice, email: robin.tice@va.gov or phone: 253-583-2105
 - Project Manager/COR – Andy Graham, email: Andrew.graham3@va.gov or phone: 253-583-2175
 - Architect and Engineer – Tompkins Architects (**NOTE: DO NOT CONTACT OR SUBMIT QUESTIONS TO THE A-E FIRM. ALL QUESTIONS MUST BE COORDINATED THROUGH THE CONTRACTING OFFICER.**)
- The cut-off date and time for questions is September 6, 2012 by 12:00 PM local time. The government reserves the right not to consider and/or answer questions submitted after this date.
- This procurement is 100% set aside for Service Disabled Veteran Owned Small Business Concerns. All SDVOSB must be CVE certified to be eligible for an award. This includes any joint venture companies. Don't wait to verify your status with the Center for Veterans Enterprise, call the customer service help desk at (202)303-3260 or via email at: verificationfollowup@va.gov.
- This is a sealed bid. The bid opening date and time is September 13, 2012 at 2:00 PM Local Time. A public bid opening will be held at VA Puget Sound Healthcare System, American Lake Campus, Bldg 17, Conference Room
- Bid bond is required.
- Payment and performance bonds are required.
- Performance period is 360 calendar days after issuance of Notice to Proceed.
- IAW VAAR 836.204, the Construction Magnitude is 5,000,000 - \$10,000,000
- Bid Schedule: Made up of a base item and three deductive items. The deductive items are in descending order of importance.
- Documents to submit are:
 - Completed SF1442
 - Price/Cost Schedule
 - Bid Bond
 - Acknowledge Amendments
- Project Overview discussed by:
 - Andy Graham, Project Manager.
- Other Comments and Issues:
 - Questions regarding solicitation that can be answered with a reference to the spec or drawing can be answered verbally.
 - All other questions must be in writing via email to Robin Tice, Contracting Officer at robin.tice@va.gov and will be considered by the VA for a written response via an amendment to the solicitation.
- Site visit adjourned at approximately 1:15 PM

Robin Tice
Contracting Officer

ATTENDANCE LIST

Solicitation: VA-260-12-B-1029

Project Title: Expand Specialty Clinic

Reason for Meeting: Pre-Bid Conference and Site Visit

Date and Time: August 23, 2011 @1:00 pm local time

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